



Helena, MT

...a vehicle for coaching-in or coaching-out

Documenting Disciplinary Action & Performance Improvement

Helping team members succeed is crucial to every organization, but there are times when coaching and leadership techniques *fail* to achieve desired performance behaviors. This full-day course is designed to provide a framework for working with conduct and performance issues with emphasis on thoughtful action. As a result of completing this course, participants will be able to describe the progression of disciplinary action, appreciate the complexities to performance management, and learn the basics for documenting disciplinary action using a structured model for improved performance.

Instructor: Chance T. Eaton, MBA, MS Psych

**Available for POST credit,
CPE, and OPI Renewal Units**

Date: October 21, 2014
Time: 8:30 am to 4:30 pm
Location: Helena, Capitol Complex
Mitchell Building
Yellowstone Room

Registration

Online: <https://pdc.mt.gov/register.mcpx>

By phone: 444-3871

By e-mail: pdc01@mt.gov

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Investment is \$123 (discounts for multiple attendees from one organization).